



## POLICY

**TITLE:** Concussion Prevention and Management Policy  
**NUMBER:** REC-2021-0001  
**CATEGORY:** Departmental – Recreation and Parks  
**DATE:** January 21, 2021

### REFERENCES AND RELATED DOCUMENTS:

1. Concussion Prevention and Management Procedures
2. Rowan's Law (Concussion Safety), 2018

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### PURPOSE

The Town of Halton Hills' Recreation and Parks Department recognizes that some recreation programs carry a higher risk of participants suffering a concussion. In accordance with Rowan's law, this policy and the related procedures outline the process through which the Department will manage that risk.

### GUIDING PRINCIPLES

The Recreation and Parks Department will ensure that its Concussion Management Policy, Procedures and educational materials are in accordance with the standards prescribed by the Government of Ontario under Rowan's Law (Concussion Safety).

Wherever possible, the department will focus on reducing the risk that participants will suffer any injury, including a concussion.

The Department's approach to concussion management will incorporate the principles of education, recognition, medical assessment and safe removal from and return to activity.

Wherever possible, the Recreation and Parks Department will support and encourage community sport organizations to adopt and implement appropriate concussion management guidelines.

### DEFINITIONS

**Concussion:** A brain injury that causes changes in how the brain functions, leading to symptoms that can be physical, cognitive, emotional/behavioural, and/or related to sleep. A concussion may be caused either by a direct blow to the head, face or neck, or a blow to the body that transmits force to the head that causes the brain to move rapidly within the skull.

**The Department:** Refers to the Town of Halton Hills' Recreation and Parks department

**Community Sport Organization:** A person or entity that carries out, for profit or otherwise, a prescribed activity in connection with an amateur competitive sport.

**Rowan's Law:** Provincial legislation pertaining to concussion safety in Ontario.

**Parachute Canada:** A charity dedicated to injury prevention through education and advocacy, with a focus on preventing serious injuries in the home, in sports and recreation and on the road.

## **SCOPE**

This policy applies to all Recreation and Parks department employees, or any other individual in charge of supervising program participants.

## **POLICY DETAILS**

All staff or persons supervising participants in applicable programs, as determined by the *Concussion Assessment Tool*, will know and apply the requirements of the Concussion Prevention and Management Policy. Staff will be trained according to the Concussion Prevention and Management Procedures. Training will be reviewed annually and will include an orientation to the department's concussion awareness resources, the concussion code of conduct, and the removal-from-sport and return-to-sport protocols.

The Recreation and Parks department will provide concussion awareness resources to participants in all applicable programs, so that everyone receives these resources minimally once per year. If the participant is a minor, their parent / guardian will also be provided with concussion awareness resources. Both the participant and their parent must acknowledge receipt of these resources prior to the town accepting their registration.

The Recreation and Parks department has a Concussion Code of Conduct. The department will provide the Concussion Code of Conduct to participants in all applicable programs, so that everyone receives this code minimally once per year. If the participant is a minor, their parent / guardian will also be provided with the Concussion Code of Conduct. Both the participant and their parent must acknowledge receipt of this document prior to the town accepting their registration.

The Recreation and Parks department will apply removal-from-sport and return-to-sport protocols in instances where an individual has sustained a concussion. If staff suspect that an individual has sustained a concussion, the individual or their parent / guardian will be provided with concussion education materials, and if applicable, the return-to-sport protocol.

## **PROCEDURES**

Refer to the Recreation and Parks Department Concussion Prevention and Management Procedures.

## **POLICY REVIEW**

Staff will monitor changes to Rowan's Law and/or industry standards related to Concussion Prevention and Management and recommend changes to the Department Management Team as needed.